



HOLLESLEY PARISH COUNCIL

Ms Clare Cooper, Clerk to the Council
34 Swallows Close, Hollesley, Woodbridge Suffolk IP12 3RW

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NOTICE OF THE HOLLESLEY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 20th AUGUST 2026 AT 7.30PM HOLLESLEY VILLAGE HALL, WOODBRIDGE ROAD, HOLLESLEY

All Parish Councillors are summoned to attend a meeting of the Parish Council as detailed above.
All public and press are also cordially invited.

Agenda

1. Apologies for Absence:
 - a) To receive apologies
 - b) To approve Apologies
2. To receive any...
 - a) Declarations of Pecuniary Interest
 - b) Declarations of Non-Pecuniary Interest
 - c) Applications for Dispensation on Agenda Items.
 - d) Declarations of Gifts or Hospitality Received over the value of £50.00
 - e) Notifications of Lobbying with reference to any Planning Application to be discussed.
3. Public Session (15 mins max):
 - a) Reports or comment from any member of the public or from any other village organisation
 - b) Reports or comment from ESC Councillor & SCC Councillor
4. Co-option of a Councillor and the signing of the Declaration of Acceptance of Office
5. To agree Minutes of meeting dated 16th July 2026
6. To receive the resignation of the Clerk and to agree a timetable for filling the vacancy
7. Finance Matters:
 - a) To receive and accept Accounts as of 31st July 2026
 - b) To authorise the removal of Brian Devine and addition of Cllr. Dawson to the bank mandate
 - c) To discuss and authorise a grant of £500 to the Village Hall
 - d) To authorise the following Invoices for Payments:
 - i. C Cooper (Salary and Expenses) £845.67
 - ii. SCC Pension Fund (Clerk's pension) £195.00
 - iii. D Bracey (Playground inspections) £720.00
 - iv. E Curtis (Additional litter picking) £132.00
 - v. Hollesley Village Hall (Grant) £500.00
 - vi. Birketts (Legal fees) £20.40
 - vii. Any other invoice forthcoming

Please be aware that recording of meetings is possible

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| e) To note Payments made since last meeting: | |
| i. Tesco Mobile (Phone) | £13.69 |
| f) To note Payments received since last meeting: | |
| i. Alford Storage (Recycling) | £8.00 |
| ii. Alford Storage (Recycling) | £23.00 |
| iii. Quiz entry fees (Projects) | £287.50 |
| g) To note Transfers between accounts | |
| i. Project Account to Current Account | £57.53 |
| ii. Premium Account to Current Account | £3000.00 |
8. Planning Applications
 - a) Any planning application received
 9. Oak Hill Bus Shelter
 - a) To appoint a solicitor to complete the land transfer
 10. National Emergency Briefing
 - a) To decide whether to fund a screening of the National Emergency Briefing at the Village Hall
 11. Joint Parishes Meeting
 - a) To receive an update on the meeting held on 6th August 2026
 12. Allotments
 - a) To agree whether to subdivide allotment 6A
 13. Recreation Grounds
 - a) To discuss whether any action should be taken to mitigate fire risks at both Recreation Grounds
 14. Documentation – To confirm review and adoption of documents sent to all
 - a) Sexual & General Harassment Policy (August 2026)
 15. To receive agenda items and agree date of Next Meeting 17th September 2026 – In Hollesley Village Hall

Clare Cooper ~ Clerk to the Parish Council (13th August 2026)